

American Council on Education
Washington 6, D. C.

Summary of Important Actions Taken by the Executive Committee
at the Meeting on October 4, 1961, Washington, D. C.*

The Executive Committee of the American Council on Education met on October 4, 1961 at the Mayflower Hotel, Washington, D. C., beginning at 9:30 a.m.

Present were: C. Clement French; Edmund J. Gleazer, Jr., Secretary; David D. Henry, Chairman; Thomas H. Hamilton; O. Meredith Wilson; Gaylord Harnwell; Logan Wilson, ex officio.

Guests: Margaret Habein, First Vice Chairman
Arthur G. Coons, Second Vice Chairman

Absent: O. C. Aderhold

It was VOTED to adopt a resolution to effectuate the gift of real estate to the Meridian House Foundation. Meridian House was purchased by the Council, with a grant of \$500,000 from the Ford Foundation, for use as headquarters of the Washington International Center and several related agencies. As of July 1, 1961, the State Department contract for support of the operation of the Washington International Center was transferred from the Council to the Meridian House Foundation. At the same time the Council's Advisory Committee on Policy of the Washington International Center was disbanded.

Financial Matters

Recommendations of change in Council's dues structure. The Executive Committee had discussed (at a special informal meeting in Chicago on August 31 and September 1) the necessity for increasing dues' income. Consideration was given to further information which was called for by the committee. (1) It was noted that an increase is long overdue. Dues have not been raised for more than ten years. (2) The revised structure is needed not only to increase income but to effect more equity

* In this summary, reports of important actions are given without complete details; actions on routine matters have been omitted. Authorized representatives of Council members may secure copies of the complete minutes by addressing requests to the President of the Council.

according to size of institution. (3) The bulk of the institutions would not be greatly affected. After discussion the Executive Committee VOTED that:

1. New categories for Council membership be established for institutions with 10,000 or more enrollment; these to be

10,000 to 15,000 students
15,000 to 20,000 students and
20,000 and over.

2. Membership dues to the Council should be increased a minimum of 50% effective January 1, 1962. The proposed increases are as follows:

Type of Member	Present Dues	Dues Effective January 1, 1962	Percent of Increase
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Constituent	\$200	\$300	50%
Associate	50	75	50%

Four Year Institutions

Up to 1,199	150	225	50%
1,200 to 4,999	225	335	50%
5,000 to 10,000	300	450	50%
10,001 to 15,000	300	500	66%
15,001 to 20,000	300	550	83%
Over 20,000	300	600	100%

Junior Colleges

Over 500	100	150	50%
Under 500 and others	75	115	50%

3. Multi-campus institutions will pay membership dues for each campus as individual institutions, with the following proviso: The President of the Council is authorized to establish a service charge, equitable in regard to the costs borne by the total membership of the Council, to be worked out administratively where an institution elects single membership but desires services on a multi-campus basis. This arrangement to be in effect for the forthcoming year, with the understanding that discussions will continue and a report made to the Executive Committee.
4. The basis for determining enrollment will be the opening fall enrollment of the institutions for the fall immediately preceding the year of assessment.

Mr. Vorsanger, the Council's Business Manager, presented proposed budgets for January 1 - December 31, 1962. These were (1) General Fund Operations totalling \$434,290; (2) Building Fund Operations for 1785 Massachusetts Avenue totalling \$100,000; (3) Building Fund Operations for 1777 Massachusetts Avenue totalling \$7,400; (4) Publications' Operations totalling \$290,000; (5) Central Services Division Operations totalling \$124,622.

It was VOTED by the Executive Committee to approve the budgets and recommend them for adoption at the business session of the Annual Meeting.

Membership

It was VOTED to accept the membership applications for institutional membership from the following institutions:

Colleges and Universities

Alameda County State College, Hayward, California
Castleton Teachers College, Castleton, Vermont
Claremont Graduate School, Claremont, California
Defiance College, Defiance, Ohio
Gorham State Teachers College, Gorham, Maine
Ladycliff College, Highland Falls, New York
Lakeland College, Sheboygan, Wisconsin
Los Angeles Pacific College, Los Angeles 42, California
Lowell Technological Institute, Lowell, Massachusetts
Orange County State College, Fullerton, California
University of Alaska, College, Alaska

Junior Colleges

Ferrum Junior College, Ferrum, Virginia
Northwestern Michigan College, Traverse City, Michigan

Resignations were accepted from one associate member and two institutional members. It was VOTED to drop one institutional member for nonpayment of dues.

Grants

A report of grants and contributions received by the Council since the meeting of January 26-27, 1961 was presented (see attachment F). It was VOTED to accept the grants and contributions with an expression of appreciation to the donors.

Publications

A report was made of publications since the last meeting of the Executive Committee (see attachment G). As a result of a staff study of publication costs and on recommendation of the President,

it was VOTED that the following subscription rates be established for the two following periodicals effective January 1, 1962:

<u>The Educational Record</u>	- \$6.00 per year or \$1.50 per issue
<u>The HENA Bulletin</u>	- \$5.00 per year for a single subscription
	\$4.00 per year for two to five subscriptions to the same address, and
	\$3.00 per year each for five or more subscriptions to one address.

Committees and Commissions

The President reported that the Canada-United States Committee on Education was discontinued as of July 24, 1961.

The President reported that the Committee on Language and Area Centers was discontinued on July 28, 1961 after the completion of its study.

The President reported the appointment of a Special Committee on Council International Activities with the following membership: O. Meredith Wilson, Chairman; Fred C. Cole; David D. Henry; Katherine E. McBride; and Grayson Kirk. The purpose of this Committee was to meet with representatives of foundations to consider the relationship to the Council of the new agency in international education proposed by the Committee on the University and World Affairs. It was further reported that this Committee, having completed its assignment, was discontinued on September 6, 1961.

The President of the Council was instructed to meet with the members of the Pacific Coast Committee at an early date and discuss with them the reorganization plans of the Council with regard to continuance of this Committee.

The President reported that the Commission on the Education of Women has been discontinued because funds are not available for further operations.

He further reported that the members of the Commission have been invited to serve on a Committee for the Conference on the Continuing Education of Women. A grant from the Carnegie Corporation will make possible a conference on this subject in the summer of 1962. The committee will continue up to and through the conference with responsibilities for conference planning.

The future role of the Council on Cooperation in Teacher Education in relation to the American Council on Education was discussed. Mention was made of the valuable functions performed by the CCTE in recent years. It was VOTED that Council sponsorship of CCTE be discontinued and that the Council's concern in the improvement of teacher education be transferred to other Council committees.

The President reported the appointment of a Special Interim Advisory Committee regarding steps toward strengthening the American Council on Education with the following membership: O. C. Aderhold; Louis T. Benetzel; C. Clement French; Edmund J. Gleazer, Jr.; Thomas H. Hamilton; Gaylord P. Harnwell; David D. Henry, ex officio; Theodore M. Hesburgh, C.S.C.; O. Meredith Wilson; and Logan Wilson, ex officio. It was VOTED that authorization be given to the continuance of this Committee until the President of the American Council on Education meets with the new Board of Directors.

The President reported the resignation of J. L. Morrill as Chairman of the Africa Liaison Committee and the appointment of Arthur S. Adams as Chairman. He also announced the appointment of the following new members: R. Taylor Cole and Payson S. Wild.

New Business

Upon request from the Committee on Urban Renewal, supported by the President's recommendation, it was VOTED to establish the proposed urban renewal project subject to the availability of financial resources. In brief this project would establish an office to supply special services to colleges and universities directly involved in urban renewal programs, including detailed information on the progress of such programs, a close liaison with the Federal Urban Renewal Agency, and access to expert legal counsel on matters of general policy. It is believed that the fifty or more institutions directly concerned would be willing to underwrite the costs of such a project for an experimental period of three years. The proposed annual budget is \$47,585.

The request from the United States Office of Education regarding a project of simplifying and standardizing degree nomenclature and degree abbreviations was presented. Interest of the Committee was expressed and it was VOTED to authorize the President to appoint a special committee to consider ways and means of proceeding with the project.

The President reported a request from the United States Office of Education that the Council undertake a project concerning problems of copyrights, royalties, compensation, and teacher rights in the production, performance, and distribution of educational radio and television programs, educational films, and programs for teaching machines. It was VOTED to approve the project, to receive the necessary funds, and to authorize the President of the Council to organize the project. The Committee expressed the view that people that are centrally concerned with instructional work in colleges and universities should be involved.

ATTACHMENT F

AMERICAN COUNCIL ON EDUCATION
Washington 6, D.C.

During the period January 1, 1961, to September 30, 1961, contracts, contributions and grants amounting to \$1,479,997.00 have been received by the Council, as follows:

CARNEGIE CORPORATION OF NEW YORK

\$ 23,000.00 for the support of a national conference on the continuing education of women.

THE GENERAL ELECTRIC FOUNDATION

2,500.00 for support of the Joint Council on Educational Broadcasting.

2,000.00 to support the work of the Committee on Relations of Higher Education to Business and Industry.

THE EDWARD W. HAZEN FOUNDATION

10,000.00 for the support of the Committee on the Peace Corps.

UNITED STATES STEEL FOUNDATION, INC.

5,000.00 grant for support of general Council activities.

INTERNATIONAL COOPERATION ADMINISTRATION

14,975.00 to provide funds for the Council to organize and operate a three day national conference on the application of newer scientific tools of learning and teaching to selected major educational problems in developing countries.

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION

8,670.00 to provide funds to cover additional travel, salary, etc., due to an extension of time for the completion of the project.

U.S. DEPARTMENT OF STATE

421,018.00 Contract SCC-28050 to provide funds to enable the Council in assisting the Department in carrying out a program designed to bring to the United States selected foreign leaders and specialists for program of travel, consultation and observation which will bring them in contact with influential Americans and representative organizations - 1961 Funds.

U.S. DEPARTMENT OF STATE (continued)

- \$ 80,000.00 Contract SCC-29153 for the period July 1, 1961, through December 31, 1963, to provide funds to enable the Council in assisting the Department in its cultural exchange program by providing certain services in carrying out a program designed to bring to the United States selected foreign leaders and specialists for programs of travel, consultation and observation which will bring them in contact with influential Americans and representative organizations; to provide a better understanding of the United States in other countries, and to increase mutual understanding between the people of the United States and the people of other countries.
- 593,839.00 Contract SCC-28050, Amendment No. 3, to provide additional funds to enable the Council in assisting the Department in carrying out a program designed to bring to the United States selected foreign leaders and specialists for program of travel, consultation and observation which will bring them in contact with influential Americans and representative organizations.
- 250,000.00 Contract SCC-29185, for the period July 1, 1961 through June 30, 1962, to enable the Council in assisting the Department in carrying out a program of assistance to American-sponsored schools in the other American Republics to the end that they may better serve as demonstration centers for educational methods and practices employed in the United States.
- 4,000.00 Contract SCC-28052, additional funds in further carrying out a program of assistance to American-sponsored schools in the other American Republics.

OFFICE OF ARMED FORCES INFORMATION AND EDUCATION
DEPARTMENT OF DEFENSE

- 62,900.00 to provide funds for the operations of the Commission on Accreditation of Service Experiences for maintaining liaison between the Office of Armed Forces Information and Education, Department of Defense, and civilian institutions and accrediting agencies.

Contributions - American-sponsored schools in Guatemala:

\$ 25.00 W. W. Stroup, Guatemala, Guatemala

Contributions - American-sponsored schools in Mexico:

\$ 200.00 Kold Kist, Inc.
10.00 Manuel P. Servin, La Puente, California
10.00 Virginia Rath, Swarthmore, Pennsylvania
100.00 C.A. McDaniel, Uvalde, Texas
5.00 Gertrud Rath, Farmington, Connecticut
5.00 Selma Shuster, Santa Fe, New Mexico
25.00 Capt. and Mrs. W. J. Lahodney, Jr., U.S.N., Arlington, Va.
100.00 James M. Ayres, Los Angeles, California
5.00 Esther Bonnet, M.D., San Antonio, Texas
10.00 Edith M. Bonnet, San Antonio, Texas

Contributions - American-sponsored schools in Uruguay:

\$ 1,000.00 Jefferson Patterson, Washington, D.C.
600.00 Frederic Rosengarten, Jr., Northeast Harbor, Maine

REPORT ON PUBLICATIONS

January 27, 1961 - October 4, 1961

Published

A PROPOSED PROGRAM OF FEDERAL ACTION TO STRENGTHEN HIGHER EDUCATION:
Statement of the Executive Committee and the Committee on Relationships of Higher Education to the Federal Government.
February 1961.

CREDIT RECOMMENDATIONS FOR USAFI AND MCI COURSES AND TESTS.
Accreditation Bulletin No. 10, revised, second edition.
February 1961.

THE SURVEY OF DENTISTRY. Final Report of the Commission on the Survey of Dentistry in the United States. Byron S. Hollinshead, director.
March 1961.

EDUCATIONAL ACTIVITIES OF BUSINESS. By Oscar N. Serbein. March 1961.

OFFICIAL VTS AGENCIES. VTS Form 39. Revised edition. Commission on Accreditation. March 1961.

THE EDUCATIONAL RECORD. April 1961 issue.

MEASUREMENT AND RESEARCH IN TODAY'S SCHOOLS. Report of the Twenty-fifth Educational Conference. Sponsored by the Educational Records Bureau and the American Council on Education. Edited by Arthur Traxler. May 1961.

POLICIES AND PRACTICES IN FACULTY EVALUATION. A report of a survey conducted by the Committee on College Teaching of the American Council on Education. Preprint from the July 1961 issue of THE EDUCATIONAL RECORD. By John W. Gustad. May 1961.

COLLEGE LAW: A GUIDE FOR ADMINISTRATORS. By Thomas Edward Blackwell. May 1961.

HIGHER EDUCATION IN THE UNITED STATES. A special reprint of Parts I and II and Appendixes IV and VI of the Eighth Edition (1960) of AMERICAN UNIVERSITIES AND COLLEGES. Edited by Mary Irwin. May 1961.

THE ROLE OF AMERICAN HIGHER EDUCATION IN RELATION TO DEVELOPING AREAS.
Addresses of the Conference on University Contracts Abroad,
Washington, D.C., November 9, 1960. Edited by Alison Griffith.
May 1961.

NEWSLETTER NO. 15. Commission on Accreditation of Service Experiences.
May 1961.

FOREIGN VISITORS ON THE AMERICAN CAMPUS. Problems of Cost and Programming.
A statement by the Commission on Education and International Affairs of the American Council on Education. June 1961.

HOW TO MEASURE FACULTY WORK LOAD. By John E. Stecklein. June 1961.

UNFINISHED BUSINESS: CONTINUING EDUCATION FOR WOMEN. By Esther Raushenbush, Virginia L. Senders, and Mary I. Bunting. Preprinted from the October 1961 issue of THE EDUCATIONAL RECORD for the Commission on the Education of Women. June 1961.

THE EDUCATIONAL RECORD. July 1961 issue.

AMERICAN COUNCIL ON EDUCATION COMMISSIONS AND COMMITTEES. Reprinted from the July 1961 issue of THE EDUCATIONAL RECORD. July 1961.

THE INTER-AMERICAN SCHOOLS SERVICE. Brochure describing the program and activities of the Inter-American Schools Service. August 1961.

A BRIEF STATEMENT OF THE HISTORY AND ACTIVITIES OF THE AMERICAN COUNCIL ON EDUCATION 1918 - 1961, WITH LIST OF MEMBERS, August 1, 1961. September 1961.

ORIENTATION TO COLLEGE LEARNING--A REAPPRAISAL. Report of a Conference on the Introduction of Entering Students to the Intellectual Life of the College. Edited by Nicholas C. Brown. October 1961.

THE EDUCATIONAL RECORD. October 1961 issue.

In Editorial Office

THE EDUCATIONAL RECORD. January 1962 issue.

FINAL REPORT OF THE INVENTORY OF LANGUAGE AND AREA CENTERS. By Joseph Axelrod and Donald Bigelow.

Reprintings

COLLEGE TEACHING AS A CAREER. By Committee on College Teaching.
Published 1958. Fourth printing May 1961: 50,000 copies. Free.

CHINESE IDEAS IN THE WEST. By Derk Bodde. Published 1948. Second
printing June 1961: 2,000 copies. \$0.50.

DENTISTRY IN THE UNITED STATES: STATUS, NEEDS, AND RECOMMENDATIONS.
Summary Report of the Commission on the Survey of Dentistry in
the United States. Byron S. Hollinshead, director. Published
1960. Third printing June 1961: 5,000 copies. \$1.00.

A PROPOSED PROGRAM OF FEDERAL ACTION TO STRENGTHEN HIGHER EDUCATION.
Statement of the Executive Committee and the Committee on Rela-
tionships of Higher Education to the Federal Government of the
American Council on Education. Published 1961. Second printing
July 1961: 5,000 copies. Free.

POLICIES AND PRACTICES IN FACULTY EVALUATION. A Report of a Survey
Conducted by the Committee on College Teaching of the American
Council on Education. Prepared by John W. Gustad. Preprinted
May 1961 from the July 1961 issue of THE EDUCATIONAL RECORD.
Second printing July 1961: 2,500 copies. Free.

EDUCATIONAL MEASUREMENT. Edited by E. F. Lindquist. Published 1951.
Fourth printing October 1961: 2,000 copies. \$6.00.

AMERICAN COUNCIL ON EDUCATION

**STUDY OF THE PROBLEMS OF COPYRIGHTS, ROYALTIES, COMPENSATION AND
RIGHTS OF TEACHERS IN THE PRODUCTION, PERFORMANCE AND DISTRIBUTION
OF EDUCATIONAL TELEVISION AND RADIO PROGRAMS, EDUCATIONAL FILMS,
AND PROGRAMED MATERIALS**

Identifying Information

- A. Name of Institution: _____

B. Name and position of person reporting: _____

C. Medium to which this report applies. Check as many as applicable. If answers to the following questions are different for the different media, please use a separate questionnaire.

television radio other audio visual materials
 motion picture auto-instructional (please specify)
 (films) programs

General Instructions: For each question check as many alternatives as apply.
Please elaborate with written comments whenever necessary.

1. For what purpose are the programs prepared?
 - a. systematic instruction, credit and non-credit
 - b. general education other than by systematic instruction
 - c. other (please explain and give examples)
 2. How are these programs or materials disseminated?
 - a. closed-circuit TV
 - b. broadcast over educational stations
 - c. broadcast over commercial stations
 - d. direct classroom use (records)
 - e. other. Please explain
 3. Are your programs recorded? Yes No
If yes, in what form?

4. Are your recorded programs re-used?

- a. within institution
- b. in other educational institutions
- c. by commercial outlets

5. Who owns the program?

- a. school system or institution
- b. TV or radio station
- c. teacher or instructor
- d. other

6. Who pays for the production of the program?

- a. school system or instructor
- b. TV or radio station
- c. other

7. Who makes the arrangement or contract with the instructor? _____

8. How is the instructor compensated for the preparation of these programs? Check more than one when applicable.

- a. no compensation, does it all on his own time
- b. released time. How is the appropriate amount of time computed?
- c. general increase in salary. How much and on what basis is it computed?
- d. specific payments in addition to salary (fee) for specific programs. On what basis is this computed?
- e. other. If a combination of methods are used or if different methods are used depending upon the types of programs and their purpose, please indicate this.

9. Is the instructor assigned to program production -

- a. full time
- b. part time. How much? _____
- c. overtime or extra

10. When programs are re-used, does the instructor receive any extra compensation for their re-use?

- a. When used by the institution which employs him? Yes No
- b. If yes, on what basis?
- c. When sold, rented or exchanged with another educational institution or commercial enterprise? Yes No.
- d. If yes, under what circumstances and on what basis?

11. a. Are others who are involved in the development of programs (e.g., TV directors, subject matter specialists, artists, etc.) compensated in addition to their regular salary for the re-use of programs by the institution or organization which paid for their production initially? Yes No
b. If yes, who is paid, under what circumstances and on what basis?
12. a. Does the instructor and/or his department have any rights with respect to modifying content after the program has been produced and released?
 Yes No Not applicable.
b. If yes, what are they?
 may withdraw the program
 may require revision
 other. Please explain.
13. a. If an instructor is no longer employed by the institution for which the recording was made, may the institution continue to use his instruction?
 Yes No Not applicable.
b. If yes, are there any restrictions on this right? What are they?
14. a. If an instructor is still employed by the institution but no longer associated with the course for which the recording was made, may the institution continue to use his instruction? Yes No Not applicable.
b. If yes, are there any restrictions on this right? What are they?
15. How are instructors selected to prepare programs?
 a. specified as part of his duties by terms of the employment contract
 b. volunteers
 c. assigned by administrator
 d. other. Please explain.
16. Who determines the content of the program?
 a. the instructor
 b. the writer, producer or similar person responsible for the program
 c. a team consisting of (please complete)
 d. other (Please explain)

17. Is permission obtained from the copyright owner of materials (books, maps, charts, music) used in the production of the program? Yes No.
 18. a. Is a release obtained from children, audience, or other participants used in your programs? Yes No
b. If a form release is used, please attach a copy.
 19. Is a copyright obtained for any of your programs? Yes No
If yes, in whose name is the program copyrighted?
 20. a. Are printed or other materials, such as study guides, to supplement radio, TV or film programs prepared? Yes No
b. If yes, who is assumed to own these materials?
the person who prepared them
the institution or organization which employed him
other (please explain)
-
- c. Is copyright on these supplementary materials obtained? Yes No
d. How is the instructor compensated for the preparation of these supplementary materials? Check more than one when applicable.
no compensation, does it all on his own time
released time. How is the appropriate amount of time computed?
general increase in salary. How much and on what basis is it computed?
specific payments in addition to salary for specific materials. On what basis is this computed?
other. Please explain.

If a combination of methods are used or if different methods are used depending upon the types of materials and their purpose, please indicate this.

21. Do you have a general policy statement or a special contract governing any of the matters included in this questionnaire? Yes No Developing
If yes, it is important that a copy be attached if at all possible. It will not be made public.

22. Please write anything further about your experience or convictions in these matters which may help the purposes of this study:

Return to: American Council on Education
TV Committee
1785 Massachusetts Avenue, N. W.
Washington 6, D. C.

File - ACE

AMERICAN COUNCIL ON EDUCATION

1785 MASSACHUSETTS AVENUE

WASHINGTON 6, D. C.

OFFICE OF THE PRESIDENT

November 15, 1962

Dear Colleague:

At the Annual Meeting of the American Council on Education in Chicago on October 3-5, 1962, the delegates voted unanimously to adopt the revised Constitution and Bylaws. Copies of the revision had been sent to the voting members on August 27, and copies were distributed at the business session of the Annual Meeting.

The new Constitution and Bylaws provide for three classes of members and for an affiliate group. Definitions of the classifications are enclosed, together with listings of the groups as approved by the Board of Directors. You will note that your organization has been classified as a Constituent Organization Member of the Council.

Your organization is entitled to two subscriptions to each of the Council's periodicals: The Educational Record (quarterly), and Higher Education and National Affairs (a news bulletin issued 35-40 times a year). We assume that you would wish to have these two copies addressed (1) to you as the executive officer and (2) to the president or chairman of your organization. A reply card is enclosed for your convenience in supplying these two names for subscription lists.

A brief report of the Annual Meeting was published in the Council's Bulletin (Vol. XI, No. 33, October 10, 1962). The principal addresses will be published in a volume to be distributed to Council members early in January.

On behalf of the Board of Directors and the officers of the Council, I express warm appreciation of your support for the program of the Council.

Sincerely yours,

Logan Wilson
Logan Wilson

Enclosures

Scanned from the National Association of Educational Broadcasters Records
at the Wisconsin Historical Society as part of
"Unlocking the Airwaves: Revitalizing an Early Public and Educational Radio Collection."



A collaboration among the Maryland Institute for Technology in the Humanities,
University of Wisconsin-Madison Department of Communication Arts,
and Wisconsin Historical Society.

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the National Endowment for the Humanities

MITH MARYLAND INSTITUTE FOR
TECHNOLOGY IN THE HUMANITIES

UNIVERSITY OF
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HISTORICAL
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UNIVERSITY OF WISCONSIN-MADISON



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